



COVER LETTER

To MeeCreative,

I am a recent graduate from the University of West London with a first class BA(hons) degree in Graphic Design (Visual Communication and Illustration). I am writing to ask if MeeCreative offers any paid internships or graduate/junior design roles.

I am a believer that learning extends beyond the classroom and that we should always aim to learn new skills or to self-improve to be the best versions of ourselves. I am a determined, friendly and open-minded individual with skills in the Adobe suite, MS Office, print, web and illustration. I also enjoy hobbies such as hand-lettering and photography. I take pride in being hard working, organised and not being one to shy away from a challenge.

Since completing my studies, besides applying for jobs and internships, I have been staying proactive and doing some freelance work for clients. This has included creating menus, websites and social media posts for two restaurants in London and working with an English teacher in Hong Kong to produce a series of English textbooks for secondary school students. I never expected to do such work, but I'm glad that I took on the challenges as I've learnt a lot through them, such as, communication, organisation and timekeeping. Along with this, I've also had to learn about pricing, contracts and how to present and promote myself.

I'm also in the initial beginnings of doing an interior design self-study course and hope to teach myself various skills such as HTML/CSS, Mandarin and Japanese. As mentioned, I enjoy expanding my skills and it's even more rewarding when they're based on what you enjoy. I want to learn languages as I absolutely love travel and culture and I hope to improve my coding skills so I can combine them with my own creative flair to create amazing websites!

Although these have been great projects, I still thrive to gain experience and grow working with a company. I feel that I have a lot to learn and would love the chance to do that at MeeCreative! You have some amazing work for some great clients - I love the identity you created for Bright Lights. I hope that I have managed to convey that I have a good base of knowledge and skills to be an asset to MeeCreative. I also hope that I have managed to present myself as a hard worker, keen learner and lover of all things creative to bring a good work ethic and enthusiasm to the company.

I have included my C.V and a few projects I have worked on, but if you have any questions or would like to see more, please do not hesitate to contact me.

I look forward to hearing from you.

Kind regards,
Jodie Lee

thank you for the consideration.

www.jlylee.com / j_lee@hotmail.com / 07522 864701 / Instagram @jlylee_



HI! I'M JODIE, NICE TO MEET YOU.

www.jlylee.com

j_lee1993@hotmail.com

07522 864 701

my experience

- 2014 *Visual Assistant, Debenhams, Hounslow.*
Working to brand guidelines and using initiative, I dressed windows and mannequins. As well as this, I kept a keen eye for detail to maintain the presentation of store at all times.
- 2016 *W5 Broadcast, University of West London.*
The W5 team were looking to rebrand their student-run channel. Working collaboratively, I created logos, icons, brand guidelines, social media and Youtube banners and indents.
- 2017 *W5 Broadcast, University of West London.*
I was approached by the W5 team to work collaboratively to create a video to showcase the services provided by university careers team. We created a type and illustration based video to match the script provided by W5.
- *LoongMenKeZhan Korean Restaurant.*
I assisted in regulating the restaurant's existing website, as well as create graphics to promote special discounts or events. I was also in charge of their social media, where I regularly posted using photography I had done myself of the restaurant and food.
- *Atami Japanese Restaurnt.*
Atami wanted to revamp and re-open it's doors to customers. I was asked to produce a website, business cards, food and drinks menus, takeaway menus and email promotions for them. As part of this, I also did some photography and created a short video for the homepage of the website.

I'm a graduate from the University of West London with a degree in Graphic Design and Illustration.

I love all things creative and am not one to shy away from a challenge or a chance to learn something new. I enjoy dabbling in all areas of design, from print to branding to web. I also love photography, illustration and hand-lettering.

I am all about constantly self-improving and developing new skills. I always strive to work hard, keep proactive and remain curious and open minded in all that I put my mind to.

my skills

proficient at:

Photoshop, Illustrator, Indesign, Premier Pro and Microsoft Office.

not too bad at:

Cinema 4d and After Effects.

novice and learning:

HTML/CSS, Dreamweaver.

I'd like to add...

I feel no matter how expert you are at something, there is always something to learn and improve on. You never stop learning and this is something I live by.

I have a full clean drivers license and open to relocation.

Thank you for the consideration.

Jlylee

SUMMARY

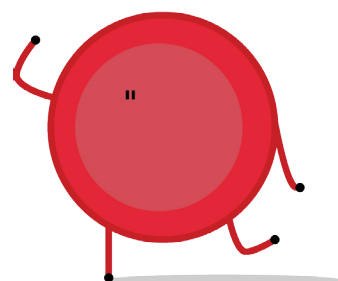
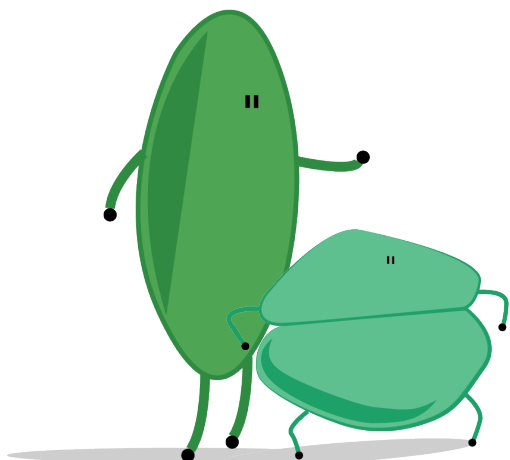
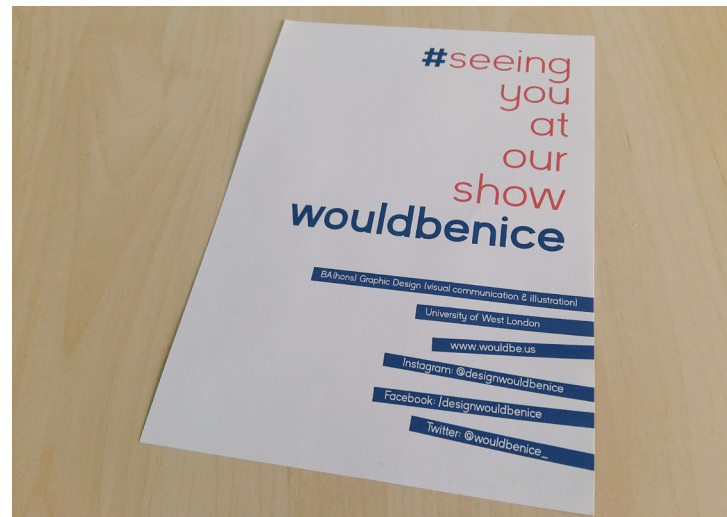
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I am all about constantly self-improving and developing new skills. I always strive to work hard, keep proactive and remain curious and open minded in all that I put I mind to.

This is just a brief preview of some of my work and skills. If you want to see more or have any questions, see my contact details in the bottom right.



get in touch!

www.jlylee.com / j_lee@hotmail.com / 07522 864701 / Instagram @jlylee_